



Klamath
Soil & Water
Conservation District

541.883.6924 | 1945 Main Street, Suite 200 | Klamath Falls, Oregon 97601 | www.klamathswcd.org

KSWCD BOARD MEETING MINUTES

January 10th, 2024

In Attendance:

Board Members: Ken Masten, David Kent, Earl Miller, David Cone

District Staff: Will Natividad/DM, Sam Fletcher/PM

Community/Agencies: Michelle Sharp/SBC(via phone) Nina Caldwell/ODA, Josh Elke/NRCS, Charles Dehlinger/Public

Meeting called to order at 12:30pm – Chairman Ken Masten

Agenda Additions/Changes: None.

Old Business:

- Approve November Financials
- Approve December Financials
- Approve December Minutes

Motion 1: Motion to Approve November Financials.

Motion: Cone

Second: Miller

Discussion: David Cone noticed Umpqua Bank honored a small SWCD check that only had one signature, even though SWCD requires two signatures.

Vote: 4 Yes - Unanimous, Motion Passes

Motion 2: Motion to Approve December Financials.

Motion: Cone

Second: Kent

Discussion: David Cone asked for clarification on the \$49,702.29 amount for the Keno Grant on the Accounts Receivable Statement. The district learned the previous day when reviewing statements that although the final request for funds for that amount had been approved back in July, neither the district nor SBC has any record of receiving the check. The district has contacted the project administrators and is awaiting further information. David also asked about the \$13,000 in Unrestricted funds Michelle had mentioned in an email, and she clarified that that number was calculated by subtracting grant advances from the funds in the bank account. The district will have approximately \$9,000 in unrestricted/admin funding from the Keno check once it does arrive, plus several other potential sources of funding including BLM Grants, and funds from any requests for repayment on current grants.

Vote: 4 Yes - Unanimous, Motion Passes

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Staff | Will Natividad, *District Manager*; Alex Sharp, *Project Manager*, Sam Fletcher, *Project Manager*, Hanna Chittenden, *Project Manager*



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Motion 3: Motion to Approve December Minutes.

Motion: Cone

Second: Miller

Discussion: None.

Vote: 4 Yes - Unanimous, Motion Passes

Motion 3: Motion to Approve payment for the annual SDIS Liability Insurance invoice.

Motion: Cone

Second: Miller

Discussion: The board looked at the previous year, and it appears that insurance has increased approximately \$200.

Vote: 4 Yes - Unanimous, Motion Passes

Reports:

SBC Report: Michelle Sharp

Michelle did raise concerns about cash flows if no new funding comes in. Until there is more funding, the budget can't be revised because the spending and budget will not align while the district is over budget. The budget could be revised with a line of credit included, but the board was worried about taking on any kind of debt or credit for liability reasons. Ken raised questions about why it can take so long to get reimbursed for expenses, specifically through OWEB, but there are currently no direct deposit options at least for those grants. Some of the district's federal grants, including the Cooperative Agreements with USFWS, do offer direct deposit and are much more efficient for reimbursement requests. Michelle also reiterated the \$13,000 amount in Unrestricted Funds, and explained it was due to overspending the last capacity grant. However, this only happened because it took so much time to straighten out the past books and expenses, the district really had no way of knowing where spending levels and budget levels actually were. The district staff has since been working with SBC to accurately expense all grants, and accuracy and reporting have improved greatly. As far as a flat fee for bookkeeping services, as Jolene had asked for, Julie quoted \$3,000 per month, not including budget amendments and adjustments, which would be at an hourly rate. Michelle also pointed out that the Compensated Absences Payable is not accurate on the Balance Sheet, this number was previously calculated by the accountant but she will now be updating it monthly. Also, Nick Trapper and Anna Cornaccioli are still past due for No-Till Drill Accounts Receivable.

NRCS Report: Josh Elke

NRCS is still working on staffing, and has the following job openings:

1. ODFW Biologist

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2. NRCS Program Assistant- Applicant declined, job to be reposted
3. NRCS Soil Conservationist- GS11, Applicant declined, job to be reposted
4. NRCS Soil Conservationist- GS9
5. IWJV Biologist Partnership Position

NRCS is emphasizing faster implementation of projects, and not having them drawn out for years as has occurred in the past. NRCS currently has 38 applications for Conservation Planning projects. Josh did note that according to reports, the Water Supply Forecast is 35% of normal for this time of year, which is concerning. As far as EQIP, there are the same two local programs, Irrigation Water Conservation and the Lost River Juniper Removal. At the statewide level, there are also programs for Climate Focused Sustainable Livestock Production and Climate Smart Conservation/IRA (focused on energy conservation). There will be a Local Work Group meeting coming up February 6th, 2024 where the goal is to find gaps in current project funding and identify new opportunities.

FSA Report: Laura Hall

There are no new programs for the FSA. They are finally fully staffed. Currently the area is not considered to be in a drought. The FSA has been sending information about all available programs to landowners.

ODA Report: Nina Caldwell

Nina has been working through the Lost River Biennial Review data to be sent to DEQ for review. There are currently two vacancies on the Lost River LAC, and Nina has reached out to two landowners recommended by Jolene Moxon for potentially filling those. Compliance visits have been slow lately due to the winter weather. For Capacity Grant reporting, Sandi Hiatt sent out an email, with a new process where districts won't be penalized and considered late on reporting for circumstances outside of their control.

District Staff Report: Will Natividad

The district will have a lot more information on funding in February for grant applications submitted. So far, one fire mitigation grant has been announced as not funded, but there was a budget of \$2 million, and over \$6 million in applications were received, so it was extremely competitive. The district is also working on applications for BLM grants, for fire mitigation projects and weed assessment and treatment. The district is also waiting for the announcement of \$70,000 in funding which would come from USFWS, from the Big Swing meetings focused on work in the Sprague. They are expected to announce a press release soon. Will Natividad will be on vacation for the February board meeting, and will either try to attend remotely or provide Sam Fletcher with a report in advance to present to the board.

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Chair Report: Ken Masten

SDAO sent Ken proposed bylaw edits, which he will leave in the office so that they are available for anyone who wants to review them. The OACD does have three new board members, two of which attended the last meeting. Ken noted that the OACD has become much more environmentally focused as opposed to agriculturally focused recently.

New Business:

The idea of obtaining a line of credit for the district was discussed, just in case there are ever any potential issues with cash flows and timing of grant payments. The board members raised concerns about being personally liable; the district will look into this before the next meeting.


Public Comment: None.

Meeting is adjourned at 2:33 pm – Chair Ken Masten.

Minutes Approved as Written or Amended:



KSWCD Chair 2-14-24
Date



KSWCD Secretary/Treasurer 2/14/24
Date

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